



DEPARTMENT OF THE NAVY
NAVAL AIR WARFARE CENTER AIRCRAFT DIVISION
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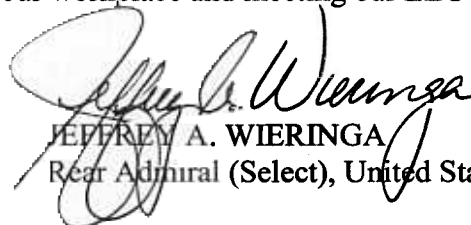
AUG 20 2004

MEMORANDUM FOR ALL HANDS

From: Commander, Naval Air Warfare Center Aircraft Division

Subj: EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

1. I am firmly committed to achieving and ensuring a workforce free of harassment discrimination on the basis of race, sex, ethnicity, color, religion, age, disability, reprisal or any other non merit-based factor. The goal of this Command is to provide a fair and level playing field with equal opportunity in employment for all employees and applicants.
2. I expect all managers to fully support the goals and objectives of my Equal Employment Opportunity (EEO) program. Workplace harassment will not be tolerated, allegations of harassment will be immediately investigated, and, where substantiated, appropriate action will be taken. Merit-based practices and behavior must define our employment decisions. Our Affirmative Employment Program assists managers and supervisors in understanding and successfully discharging their responsibilities under the EEO program. I expect managers and supervisors to take an active role in promoting and implementing the plan. To ensure we meet these objectives, I hold managers and supervisors accountable and will assess their performance based on their contributions.
3. Our workforce is stronger today because of the diversity of our employees. The key to attracting and retaining a workforce that reflects the diversity of our nation is to embrace diversity and equal opportunity and to stand firmly against any activity or behavior that is discriminatory. This includes bringing down real or perceived barriers denying equal opportunity. Specifically, we must ensure equal opportunity to all people when making decisions in the areas of recruitment, hiring, promotions, training, and awards.
4. Our commitment to equal opportunity is stronger than ever. All Naval Air Warfare Center Aircraft Division civilian and military managers and employees have a responsibility to uphold this policy. Each employee is personally accountable for his or her performance in ensuring and promoting equal opportunity principles and in recognizing diversity as a source of our strength. We must treat each other fairly and equitably regardless of our role or position. Each of us must make a personal commitment toward improving our workplace and meeting our EEO objectives.


JEFFREY A. WIERINGA
Rear Admiral (Select), United States Navy